

**DRAFT**  
**BROOKFIELD BOARD OF FINANCE REGULAR MEETING MINUTES**  
**WEDNESDAY, SEPTEMBER 14, 2011**  
**BROOKFIELD HIGH SCHOOL MEDIA CENTER**  
**7:30PM**

- I. **CALL TO ORDER:** Chairman B. Belden called the meeting to order at 7:30pm, starting with the Pledge of Allegiance.  
Present for the Board: Chairman Belden, Secretary R. Jaffe, J. Tomaino and J. Friedrich.  
Also Present: First Selectman Davidson, Town Controller Wahlberg and members of the public.  
Absent Members: B. Tinsley and Vice Chairman I. Agard.
- II. **APPROVAL OF MINUTES:** A motion was made by Secretary Jaffe, seconded by J. Friedrich, to approve the minutes from the August 10, 2011 Board of Finance Regular Meeting as written. The motion passed unanimously.
- III. **COMMUNICATIONS AND CORRESPONDENCE:** Secretary Jaffe reported that the Board received correspondence from Steve Brady, Irv Agard, CCM, and First Selectman Davidson.
- IV. **PUBLIC COMMENT:** Drew Swanson, 8 Silvermine Road
- V. **REPORT OF THE FIRST SELECTMAN:** First Selectman Davidson reported that at the Special Town Meeting held on Thursday, September 8, 2011, the voters voted to set the referendum date for the Southern Water Line Extension Project. First Selectman Davidson also reported that the voters defeated the \$75,000 spending at Four Corners at the Special Town Meeting.
- VI. **NEW BUSINESS:**  
a. **Possible change in start time for regular meetings:**  
Secretary Jaffe recommended that this agenda item will be addressed when the calendar of meetings is set for the upcoming year. At that time, the Board will discuss the possibility of starting the Board of Finance Meetings at 7:00pm instead of 7:30pm. The BOF agreed.
- VII. **OLD BUSINESS:**  
a. **Consideration of restructuring/consolidation of pension funding accounts (tabled at 8/10/11 meeting)** – Controller Wahlberg stated that he would meet with Art Colley, Director of Business and Technology Operations to discuss this agenda item and report to the Board at its next regularly scheduled meeting on October 12, 2011.

- b. **2011 FY End of year transfers (deferred at 8/10/11 meeting)** –  
A motion was made by Chairman Belden, seconded by Secretary Jaffe, to approve the budget modification requests #'s; 201104, 201105, and 201106 as approved by the Board of Selectmen. The motion passed unanimously.
- c. **Select liaison with Town for Southern Water Line Extension Project** –  
J. Friedrich volunteered to be the liaison with Town for Southern Water Line Extension Project.
- d. **Protocol for determining salaries of elected officials (from 2011 Budget discussion)** – Chairman Belden stated that he will speak with Vice Chairman Agard for a review of his findings of comparable elected officials salaries. It will be the goal of the BOF to develop a position prior to the coming budget cycle.

Agenda items under Old Business will remain as Old Business items until resolved.

#### **VIII. ANNUAL CALENDAR EVENTS:**

- a. None

#### **IX. REPORT OF THE FINANCE DIRECTOR:**

- a. **Review of the July and August 2011 Financial Reports -**

Controller Wahlberg reported that tax collections are up slightly and that expenses are as expected. He also stated that the September report will include expenses associated with Hurricane Irene.

#### **X. REPORTS:**

- a. **BOF Audit Committee:**

##### **Update/ Second reading & approval Statement of Purpose**

Secretary Jaffe presented an alternate version of the Statement of Purpose for consideration. The BOF will address Statements of Purpose for both committees at its next regular meeting on October 12, 2011.

- b. **BOF Bylaws Committee:**

##### **Update: Second reading & approval Statement of Purpose**

The BOF will address Statements of Purpose for both committees at its next regular meeting on October 12, 2011..

- c. **Retirement Benefits Advisory Committee (BOF representative B. Belden)**

Chairman Belden stated that the committee did not meet in August. He also stated that Wells Fargo has been selected to replace Sun Life in managing and administering the Town's pension. Transition is proceeding.

#### **XI. OTHER ITEMS TO COME BEFORE THE BOARD:**

Chairman Belden asked First Selectman Davidson to discuss the two spending Appropriations with respect to the Southern Water Line Project.

**XII. PUBLIC COMMENT:** None

**XIII. EXECUTIVE SESSION:**

At 8:40 PM Chairman Belden made the following motion, seconded by Secretary Jaffe: That the Board enter into Executive Session for the purpose of discussing negotiations with respect to collective bargaining pursuant to Connecticut General Statutes Section 1-200(6) and Section 1-210 (b)(9). The motion passed unanimously. The Board ended the public portion of the meeting and entered into Executive Session.

A motion was made at 9:25 PM by Chairman Belden seconded by J. Tomaino to come out of executive session. The motion passed unanimously.

**XIII. ADJOURNMENT:**

A motion was made by Chairman Belden seconded by J. Tomaino to adjourn the meeting at 9:26 PM. The motion passed unanimously.